

VRIS UPDATE

Transition Scholarship Program Effective 07/31/2007 Number 96

SUMMARY OF UPDATES

The On-the-Job-Training Program Manual Chapter has been updated to include procedures for authorizing and paying for training through the Transition Scholarship Program. Note that in the Transition Scholarship Program, a flat training fee and the length of training (weeks) is negotiated rather than an hourly rate fee. Upon completion of training, the company bills for the flat rate. If training is not completed, the negotiated training fee is prorated by the weeks complete. A week may be a full or a partial week.

VRIS POSTING

The On-the-Job Training Chapter is posted in VRIS: Program Manual: Community Services: On-the-Job Training.

FORMS REVISED

Three forms have been posted to VRIS: Printed and Marketing Materials: Case Service Forms and Worksheets. These forms are to be used with the Transition Scholarship Program.

- Transition Scholarship Invoice
- Transition Scholarship Letter
- Transition Scholarship Training Checklist

MONITORING REQUIREMENTS

VR Associates performing team accounting tasks have primary responsibility for monitoring authorizations and invoices through the Transition Scholarship Program.

TEAM COMMUNICATION

Since the Transition Scholarship Program procedures do differ from the State and Private OJT procedures, please discuss this revision in a team meeting. For those teams that do not yet have a company participating in the program, it would be prudent to discuss again once there is a local participating company.

LEADERSHIP CONTACT

Jim Coyle, Program Director of Employment
(402) 430-1689 – Cell
(402) 471-0900 – Office
jim.coyle@vr.ne.gov

Pat Bracken, Program Director
(402) 471-6320
pat.bracken@vr.ne.gov